



Joint Planning Commission  
and Historic Preservation  
Committee Meeting Minutes  
Chesterfield, Virginia 23832  
March 15, 2005

**PLANNING COMMISSION:**

Mr. Sherman W. Litton, Chairman  
Mr. Jack R. Wilson, III, Vice-Chairman  
Mr. Russell J. Gulley  
Mr. F. Wayne Bass  
Mr. Daniel A. Gecker  
Mr. Kirkland A. Turner, Secretary to the Commission,  
Planning Director

**HISTORIC PRESERVATION COMMITTEE:**

Mrs. Mary Ellen Howe, Chairperson  
Mr. Jim Daniels, Vice-Chairman  
Mr. John V. Cogbill, III  
Mr. Bryan Walker  
Mr. G. M. "Skip" Wallace  
Mr. George Emerson  
Mr. J. Carl Morris

**ALSO PRESENT:**

Mr. Michael E. Tompkins, Assistant Director,  
Development Review, Planning Department  
Ms. Beverly F. Rogers, Assistant Director, Zoning and  
Special Projects, Planning Department  
Mr. Robert V. Clay, Principal Planner, Zoning and  
Special Projects, Planning Department  
Ms. Darla W. Orr, Principal Planner, Zoning and  
Special Projects, Planning Department  
Ms. Teresa C. Davis, Administrative Secretary, Zoning and  
Special Projects, Planning Department  
Ms. Barbara Fassett, Planning Administrator, Advance Planning  
and Research Branch, Planning Department  
Ms. Linda N. Lewis, Administrative Assistant, Administrative  
Branch, Planning Department

Ms. Vanessa N. Kent, Secretary, Administrative  
Branch, Planning Department  
Ms. Deanna D. Harkabus, Secretary, Administrative  
Branch, Planning Department  
Mr. David W. Robinson, Assistant County Attorney,  
County Attorney's Office  
Ms. Tara McGee, Assistant County Attorney,  
County Attorney's Office  
Mr. Allan M. Carmody, Budget Manager,  
Budget and Management Department  
Mr. R. John McCracken, Director,  
Transportation Department  
Mr. Richard M. McElfish, Director,  
Environmental Engineering Department  
Ms. Joan Salvati, Water Quality Administrator,  
Environmental Engineering Department  
Mr. Douglas Pritchard, Jr., Engineering Supervisor,  
Environmental Engineering Department  
Mr. Randolph Phelps, Senior Engineer,  
Utilities Department  
Assistant Fire Marshal Steve Hall, Fire and Life Safety,  
Fire Department  
Ms. Cynthia Owens-Bailey, Director of Planning,  
School Administration

#### **JOINT PLANNING COMMISSION/HISTORIC PRESERVATION COMMITTEE PUBLIC HEARING.**

At approximately 7:00 p. m., Mr. Litton, Chairman of the Planning Commission, called the joint Planning Commission and Historic Preservation Committee meeting to order, explaining that the Commission and Preservation Committee were considering one (1) request for historic landmark designation and introduced members of the Historic Preservation Committee who were present.

#### **A. INVOCATION.**

Mr. Wilson presented the invocation.

#### **B. PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA.**

Mr. Clay led the Pledge of Allegiance to the Flag.

### C. REVIEW MEETING PROCEDURES.

Mr. Turner reviewed the meeting procedures relating to the Planning Commission's/Historic Preservation Committee's consideration of historic landmark designations and called the following request for consideration as an historic landmark designation:

**05HP0233:** In Midlothian Magisterial District, **ELIZABETH C. CROXTON** requested historic landmark designation and amendment of the zoning district map for the **MORRISSETTE HOUSE**. The request lies in residential and proposed historic areas, as suggested by the Comprehensive Plan. The Comprehensive Plan for this area does not provide a density for these areas. This request lies in a Residential (R-7) District and is known as 1400 Salisbury Drive. Tax ID 729-709-Part of 7243 (Sheet 5).

Ms. Fassett presented the background information for Case 05HP0233 and staff's recommendation for approval of historic landmark designation.

Ms. Elizabeth Croxton, the applicant, accepted staff's recommendation.

No one came forward to speak in favor of, or in opposition to, the request.

Ms. Mary Ellen Howe, Chairperson, introduced Mr. George Emerson, recently appointed to serve on the Historic Preservation Committee, and called for a vote from the Preservation Committee for Case 05HP0233.

On motion of Mr. Daniels, seconded by Mr. Morris, the Preservation Committee resolved to recommend approval of landmark designation for Case 05HP0233, Elizabeth C. Croxton (Morrissette House - Structure and Foundation), based on the following findings:

1. This is a distinguished building of high architectural quality and historic interest, and
2. This designation will cause no significant adverse affect on the future development of the County.

The designated site shall be as follows:

Morrissette House structure and foundation located on the property known as Tax ID 729-709-Part of 7243 (Sheet 5).

AYES: Ms. Howe and Messrs. Daniels, Cogbill, Emerson, Morris, Walker and Wallace.

Mr. Litton, Chairman, called for a vote from the Planning Commission for Case 05HP0233.

On motion of Mr. Gecker, seconded by Mr. Gulley, the Planning Commission resolved to recommend approval of landmark designation for Case 05HP0233, Elizabeth C. Croxton (Morrissette House - Structure and Foundation), based on the following findings:

1. This is a distinguished building of high architectural quality and historic interest, and

2. This designation will cause no significant adverse affect on the future development of the County.

The designated site shall be as follows:

Morrisette House structure and foundation located on the property known as Tax ID 729-709-Part of 7243 (Sheet 5).

AYES: Messrs. Litton, Wilson, Gulley, Bass and Gecker.

On motion of Mr. Walker, seconded by Mr. Cogbill, the Preservation Committee adjourned at approximately 7:05 p. m.

On motion of Mr. Wilson, seconded by Mr. Gecker, that the Planning Commission adjourned at approximately 7:05 p. m.

During the adjournment of the joint public hearing, the Commission recessed at approximately 7:05 p. m. to allow preparations to continue their regular meeting to consider zoning recommendations.

The Commission reconvened at approximately 7:10 p. m.

(Note: See separate set of minutes of joint public hearing, denoted as Planning Commission Minutes and dated March 15, 2005.)

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Chairman/Date

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Secretary/Date